

**MINUTES OF THE REGULAR MEETING  
OF THE  
BOARD OF TRUSTEES  
OF THE  
ROCK ISLAND COUNTY METROPOLITAN MASS TRANSIT DISTRICT**

**January 10, 2024**

The regular meeting of the Rock Island County Metropolitan Mass Transit District Board of Trustees was held on Wednesday, January 10, 2024 at MetroLINK's Administrative Office at 1515 River Drive in Moline, IL at 12:30 PM with Vice Chairman Dave Krouth presiding. Acting Recording Secretary Barb Springer called the roll of the Board Members.

Trustees Present

Dave Krouth – Milan  
Melinda Thorngren – Silvis  
Sam McCullum - Moline

Trustees Absent/Excused

Berlinda Tyler-Jamison – Rock Island  
Theresa Appleman – East Moline

Others Present

Jeff Nelson – CEO/Managing Director  
Jennifer Hirsch – Manager of Administration  
Brad Begyn – Manager of Operations and Maintenance  
Mitch Pannell –Director of Operations  
Kelly Brinkman – Director of Human Resources  
Colleen Kasbohm – Comptroller  
Don Krueger – Director of Risk Management & Security  
Greg Meldrum – Systems Administrator  
Jacob Sharp – Facilities Coordinator  
Lisa Coyne – Payroll & Benefits Administrator  
Heather Allen - Senior Accountant  
Jeanette Amidon – Program Coordinator  
Diana Armstrong – Procurement Specialist  
Alison Hamilton – Accounts Receivable Clerk  
Ben Castro – Transportation Planner  
Eric Crane - IT Technician  
Barb Springer – Acting Recording Secretary  
Roger Strandlund – MetroLINK Legal Counsel

**Public with Business Before the Board**

None

**Approval of Minutes**

Trustee Thorngren made a motion, with Trustee McCullum seconding, that the Minutes of the December 21, 2023 Board Meeting be approved. There being no discussion, the Vice Chairperson called for a vote. A vote was taken showing all Trustees present voting "Aye", and the Vice Chairperson declared the motion carried.

**November 2023 Financial Statement**

Trustee McCullum made a motion, with Trustee Thorngren seconding, that the November 2023 Financial Statement be approved. After discussion, the Vice Chairperson called for a vote. A vote was taken showing all Trustees voting "Aye", Vice Chairperson Krouth declared the motion carried.

### Communications

None

### Reports of Officers, Committees, and the General Manager

Mr. Nelson stated that the sale of Proterra to Phoenix Industries has been approved. The Garage is still waiting on parts for two buses. Proterra will be on site next week to provide technician training. We are currently in the process of identifying a vendor for the overhead charging equipment.

He also announced upcoming financial events. There will be a Triannual review in 2024, but no date has been set yet. MetroLINK's annual audit will be held on January 22, 2024. The next Decennial meeting will be on January 24, 2024.

### Old Business

#### Personnel

Mrs. Kasbohm introduced Alison Hamilton as the new Accounts Receivable Clerk.

### New Business

#### Submittal of a Budget Revision to IL-2019-008 (Ferry Discretionary Grant)

Trustee Thorngren made a motion, with Trustee McCullum seconding, that the Board approve the preparation and submission of the Budget Revision recommendations as noted on the board memo. After discussion, the Vice Chairperson called for a vote. A roll call vote was taken showing all Trustees voting "Aye". Vice Chairperson Krouth declared the motion carried.

#### Consideration of Amendment #4 to Agreement with Center for Transportation & the Environment (CTE)

Trustee McCullum made a motion, with Trustee Thorngren seconding, that the Board issue Amendment #4 to our existing Center for Transportation & the Environment contract for KPI reporting and analysis for a fourth year, at a cost of up to \$67,000. After discussion, the Vice Chairperson called for a vote. A roll call vote was taken showing all Trustees voting "Aye". Vice Chairperson Krouth declared the motion carried.

#### Morning Star Services Agreement

Trustee Thorngren made a motion, with Trustee McCullum seconding, that the Board proceed with a Services Agreement with Morning Star Community NFP to provide services and unlimited access to residents at 3601 6th Avenue in Moline, Illinois at a cost of \$350.00 per month between April 1, 2024 – March 31, 2025. After discussion, the Vice Chairperson called for a vote. A roll call vote was taken showing all Trustees voting "Aye". Vice Chairperson Krouth declared the motion carried.

**Other Business**

None

**Executive Session**

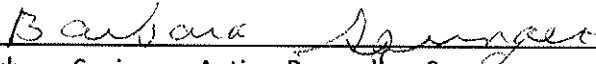
Vice Chairperson Krouth invited Board Members to adjourn into Executive Session at 12:52 p.m. for the purpose of discussing "Personnel". Legal Counsel provided the legal finding/factual basis supporting Personnel, i.e., 5 ILCS 120/2(c)(1). A motion was made by Trustee McCollum with Trustee Thorngren seconding, to adjourn into Executive Session. Upon roll call vote, all Trustees voted in favor of the motion and the Vice Chairperson declared the motion as carried.

Trustee McCollum made a motion, with Trustee Thorngren seconding, to adjourn back into regular session at 1:17 PM. A roll call vote was taken showing all Trustees voting in favor of the motion and the Vice Chairperson declared the motion as carried. No action was taken during Executive Session.

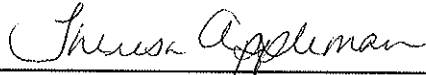
Upon the Board of Trustees resuming the Open Session, Mr. Nelson provided a verbal supplement to his earlier CEO/Managing Director's report. The supplemental information consisted of an update of the discussions which have occurred between Mr. Nelson and the HOA building owner, regarding the HOA building tenant space occupied by MetroLINK. Mr. Nelson will continue the due diligence process in making sure MetroLINK's facilities needs are met.

**Adjourn**

At 1:32 p.m. Vice Chairman Krouth entertained a motion to adjourn. Trustee Thorngren made the motion, with Trustee McCullum seconding to adjourn the meeting. The Chairperson declared the motion carried.

  
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Barbara Springer, Acting Recording Secretary

  
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Dave Krouth, Vice Chairperson

  
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Theresa Appleman, Secretary /Treasurer